
Subject: Nutrition Education Contacts

Effective Date: October 1, 2004

Revised from:

Policy:

At least two nutrition education contacts must be offered during each certification period to all:

- Adult clients, and
- Caregivers of children and infants enrolled at five months or older.

At least four nutrition education contacts must be offered by the end of the one-year certification period to all:

- Caregivers of infants enrolled under five months of age.

Reference: CFR §246.11

Procedure:

1. The first nutrition education contact occurs at the client's certification/recertification visit.
2. At certification, emphasize the benefits of nutrition education and encourage the client or caregiver to attend and participate in nutrition education activities.
3. Schedule the client into the appropriate individual or group education based upon their risk status at certification (low or high-risk).
 - a. Offer nutrition education activities directly to children, when possible.
4. The second nutrition education contact must occur on a day other than the client's certification day.
 - a. Complete the client's flow sheet in KWIC to reflect the needed nutrition education appointment types.
5. Document any refusal to receive subsequent (second contact) nutrition education in the KWIC appointment book by marking the appointment outcome as "refused", or using class management, class attendance, to mark "not attended" before checks are printed for the client.
 - a. Supplemental foods may not be withheld from clients who refuse nutrition education.